

Voluntown Public Schools  
August 1, 2023

To: Members of the 22-23 Building Committee for Small Projects  
Jack Wesa  
Ron Millovitch  
Jim MacBride  
Kate Beauparlant  
Brian Kallio

Copy to: Amy L. Suffoletto – VES Principal  
Darlena Loranger – Exec.Asst.to Supt.  
Tracey Hanson ---- First Selectwoman  
Jody Grenier ----- Fire Marshall  
Pete Zvingilas ----- Building Inspector  
Mike Creaturo ---- Technology Coordinator

From: Adam S. Burrows – Superintendent of Schools

Re: Building Committee Meeting on Tuesday, **September 12, 2023, at 1:00 p.m.**  
in the central office Board of Education meeting room

=====DRAFT of the 9-12-23 Agenda as of 81-23 =====

1. Membership, Purpose of the Building Committee, and projected sequence of events
2. Minutes of the Building Committee Meetings
3. HVAC Grant application for \$170,000 to the State – not approved
4. GYM HVAC: DEF \$84,449 and the Town request for RFP process
5. Mini-Splits for two classrooms (Completed)
6. Central Office needs a repair or upgrade on the office side of the building (Gathering Quotes)
7. Video Surveillance completed by CT Communication (ESSER III - \$78,879 and change order)
8. Telephones: A contract for **\$14,752** signed with CT Communication (completed)
9. Asbestos Abatement: Hallway completed; Talevi Contract for 6-24; Approve Mystic Air Payments
10. Board Meeting Room Public Access Project: Completed \$5,755
11. Building, Grounds, Playground Repairs, Trimming, Doorway Exit, and other Summer Improvements
12. Other
13. Next meeting to be scheduled for a future Tuesday **at 1:00 p.m.** in the central office.

Attachments:

- *Minutes of 3-2-23 Building Committee Meeting*
- *Capital Improvement Plan as of 8-1-23*

(ASB and DCL on 8-1-23)

**MINUTES of the Building Committee Meeting held on Tuesday, May 9, 2023**

**Present: Jack Wesa**

**Ron Millovitch**  
**Kate Beauparlant**  
**Brian Kallio**  
**Adam S. Burrows** – Superintendent of Schools  
**Darlana Loranger** – Exec.Asst.to Supt.

**Absent: Jim MacBride**

Copy to:  
Amy L. Suffoletto – VES Principal  
Tracey Hanson ---- First Selectwoman  
Julie Zelinsky----- Admin BOS  
Jody Grenier ----- Fire Marshall  
Pete Zvingilas ----- Building Inspector

The meeting was called to order at 1:04 p.m.

Minutes of the 4-4-23 Building Committee Meeting were reviewed.

**Motion #1 – Building Committee on 5-9-23 by (Kallio/Millovitch) to approve the 4-4-23 Building Committee Minutes. Motion was unanimously approved.**

**Carpet**

**Mr. Kallio went over all the quotes:**

- Floor Cover Shop – quote \$23,700.00.
- Northeast Floor Covering – quote \$22,056.07.
- Tile and Carpet Company – quote \$25,854.00.

Mr. Wesa would like Mr. Kallio to speak with companies regarding warranties.

**Motion #2 – Building Committee on 5.9.23 by (Beauparlant/Millovitch) to approve Northeast Floor and Carpet Company to proceed with the project after speaking with regarding warranty. Motion was unanimously approved.**

**Asbestos Abatement (\$112,742.49 approved by a Town Meeting)**

Mr. Burrows would like to review with the Board of Education to develop priorities regarding the current projected remaining balance of \$75,086.42.

**Adjournment** **Motion #3 Building Committee Meeting of 5-9-23 by (Millovitch/Wesa) to adjourn. Motion was unanimously approved.**

Meeting adjourned at 1:35 pm

**The next Building Committee meeting is tentatively scheduled for a **Tuesday (9-12-23), at 1:00 p.m. in September 2023.****

*Respectfully submitted by:*

*Darlana Loranger – Executive Assistant to the Superintendent*  
*Adam S. Burrows – Superintendent of Schools*

*(ASB and DCL on 5-9-23, 8.1.23)*

To: Board of Education for the August 24, 2023, Regular Meeting

From: Adam S. Burrows - Superintendent of Schools

**Re: Agenda Item V-5 (Old Business) - Capital Improvement Plan**

1. Capital Improvements will be paid, if possible, by the annual Board of Education operating budget.
2. VES is an older school with sections built in 1953, 1970, 1990, and 2000. Every effort is made to keep the school in excellent repair. The central office is 35-years old and needs a new HVAC system.
3. We have made repairs and replacements, as needed, rather than build a new school.
4. We have not requested special allocations of funds for unanticipated repairs, but we know that the Board of Selectmen would schedule a town meeting for the citizens to review a special allocation.
5. We have had excellent successes in writing and receiving federal and state grants that have become available and some grants have paid for the complete cost of a project.
6. Voluntown receives about 62% reimbursement for “eligible” expenditures for state grants that require full payment by the town prior to securing from the State Department of Education.
7. The town, from time to time, does create accounts to create a local fund for an identified facilities update to keep the school in good repair.
8. Our Maintenance and Facilities Budget is annually developed through our established IAQ/TfS/Safety Committee or Indoor Air Quality-Tools for Schools-Safety as part of a comprehensive approach to gather appropriate information, prioritize projects and follow-through on frequent building inspections.

**Completed and Upcoming Capital Improvement Projects (*Rough estimates for some projected costs*)**

<b>Project</b>	<b>Date</b>	<b>Projected Cost</b>	<b>Estimated Final Cost to Town</b>
Boilers	2008	\$280,000	\$117,000 ( <i>Balance paid by state</i> )
Tech Infrastructure Upgrade	2007	\$195,000	\$0.00 ( <i>State Technology Grant</i> )
Security Improvements	2012	\$136,000	\$47,600
Roof	2016	\$1,104,304	\$435,000
Stairway to Field (with Rec)	2017	\$180,000	\$0.00 ( <i>State Bond Commission</i> )
Pre-K Expansion	2017	\$95,000	\$0.00 ( <i>Office Early Childhood Grant</i> )
Oil Tank Replacement	2019	\$200,000	\$66,000 ( <i>\$112,742.49 paid state</i> )
Roof Top Air Handlers	2021	\$46,000	\$0.00 ( <i>ESSER II Funds</i> )
Pavilion	2022	\$67,000	\$0.00 ( <i>ESSER II Funds</i> )
Telephone System Upgrade	2023	\$14,752	\$0.00 ( <i>ESSER III</i> )- <i>Funds Encumbered</i>
Video Surveillance Upgrade	2023	\$78,579	\$0.00 ( <i>ESSER III</i> )- <i>Funds Encumbered</i>
Asbestos Abatement	2023/24	\$112,749	\$0.00 ( <i>Oil Tank reimbursement to town</i> )
Security for all Entrances	2023	\$29,000	<i>ESSER and Operating Budget</i>
BOE Remote Access	2023	\$5,726	<i>Comcast Grant and BOE Funds</i>
Sound System	2023	\$8,300	<i>BOE Funds</i>

*A \$170,000 HVAC grant was submitted on 12-1-22 to the CTSDE. We're waiting to see if we were selected. HVAC replacement in central office, A/C in school library, rooms 27,29, 36, and 38, electrical upgrades,*

**Projected Future Capital Improvement Projects with Estimates Costs**

<b>Project</b>	<b>Date</b>	<b>Projected Cost</b>	<b>Estimated Final Cost to Town</b>
Gym Sliding Door	2024/25	\$140,000	<i>Perhaps a special request to Town</i>
HVAC for Gymnasium	2023/24	\$84,700	<i>\$0.00 (ESSER III federal grant funds)</i>
Security– All Entrances	2024/25	\$29,000	<i>Operating Budget or grants</i>
Electrical Panel Upgrade	2024/25	\$16,000	<i>Operating Budget</i>
Central Office Repairs	2024/25	\$31,800	<i>Operating Budget</i>
Replace 32-year old Generator	2025/26	\$65,000	<i>Operating Budget</i>
Gymnasium Stage Curtain	2025/26	\$25,000	<i>Operating Budget</i>

*New buses will be needed in 2025/26. Our Transportation Committee monitors the “wear life” of all our vehicles and the costs of repairs and maintenance. We have had success in running our own bus company and utilizing a five-year lease-purchase program to minimize budget increases.*

*(ASB and BDK on 8-1-23)*